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66-4-5

MEMORANDUM FOR: Deputy Director (Support)

THROUGH: Special Planning Assistant to the DD/S

SUBJECT: Annual Report on Wartime Preparation

REFERENCE: DD/S Letter, same subject, dated 10 June 1958

1. The annual report of the Office of Personnel on wartime preparation is attached.

2. Whereas in the past the military manpower aspects have been stressed, we can now report significant accomplishments in the civilian area. The Agency is participating in its own name in the National Defense Executive Reserve of the Office of Defense Mobilization. A unit of this reserve has been established in the Agency to which twenty-one individuals have been designated formally. Under its own authority, the Agency has established a Civilian Specialist Reserve, through Project Review Committee channels. Fifty spaces on the Office of Personnel T/O are allocated for the use of the Office of Communications, the Office of Training, the Office of Security, and [redacted]

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3. A re-appraisal of manpower planning in line with changed war planning concepts is under way. Unfinished business in the area of mobilization assignment of Army and Air Force reservists is also receiving attention. The capability of the Office of Personnel to operate in time of emergency is under continual study, particularly with respect to the adequacy of emergency personnel records at the relocation site.

4. Personnel assigned to the emergency planning function have been reduced by one, but the program will be maintained at a level to ensure holding the gains that have been made, while furnishing essential support to overall Agency planning.

Gordon M. Stewart
Director of Personnel

Attachment:
Annual Report on
Wartime Preparation

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